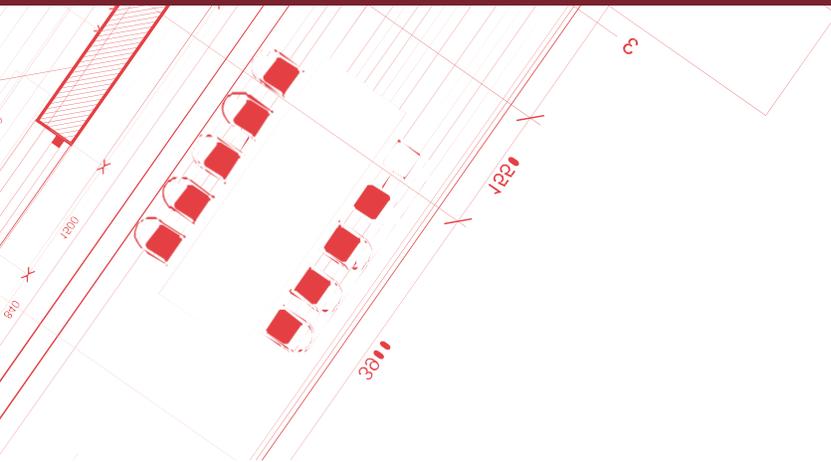


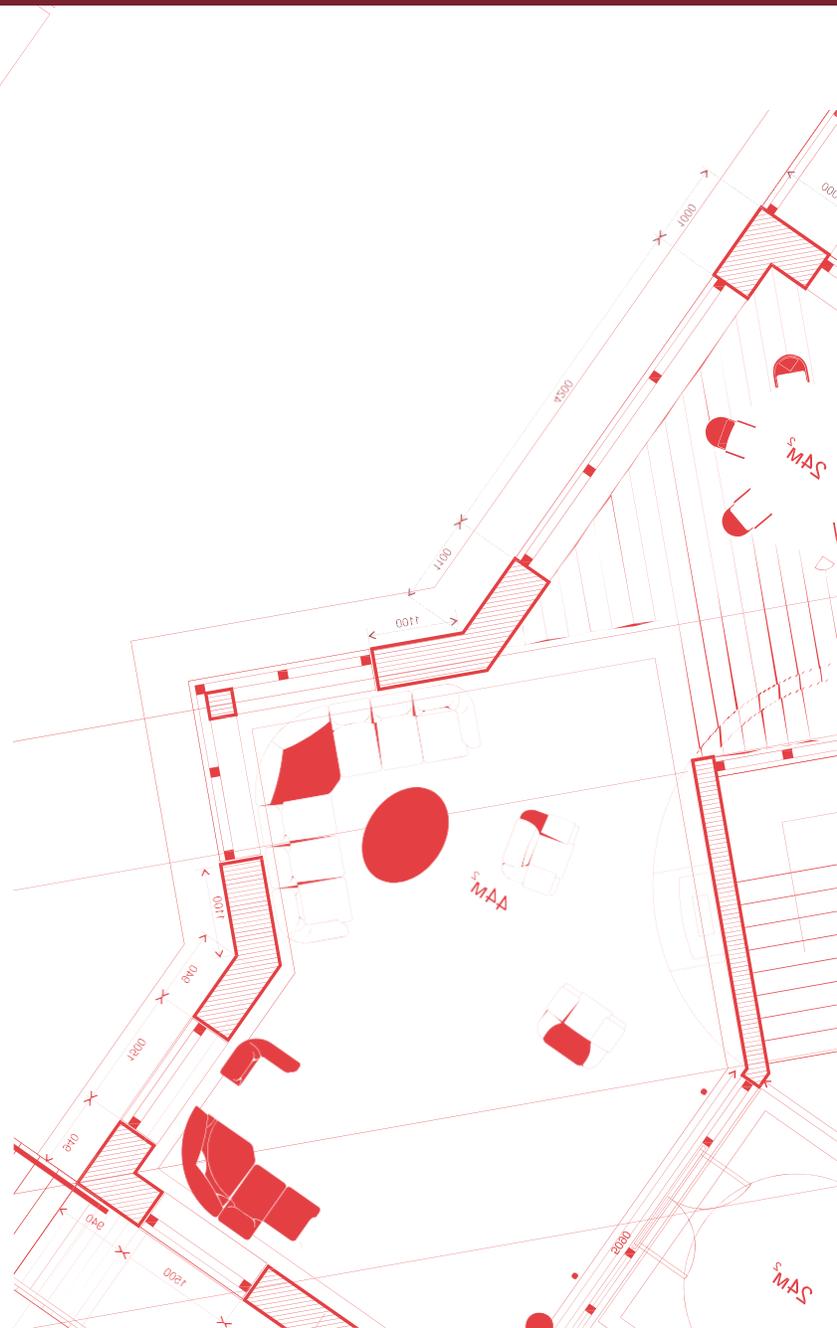
Residential Inspection Guide

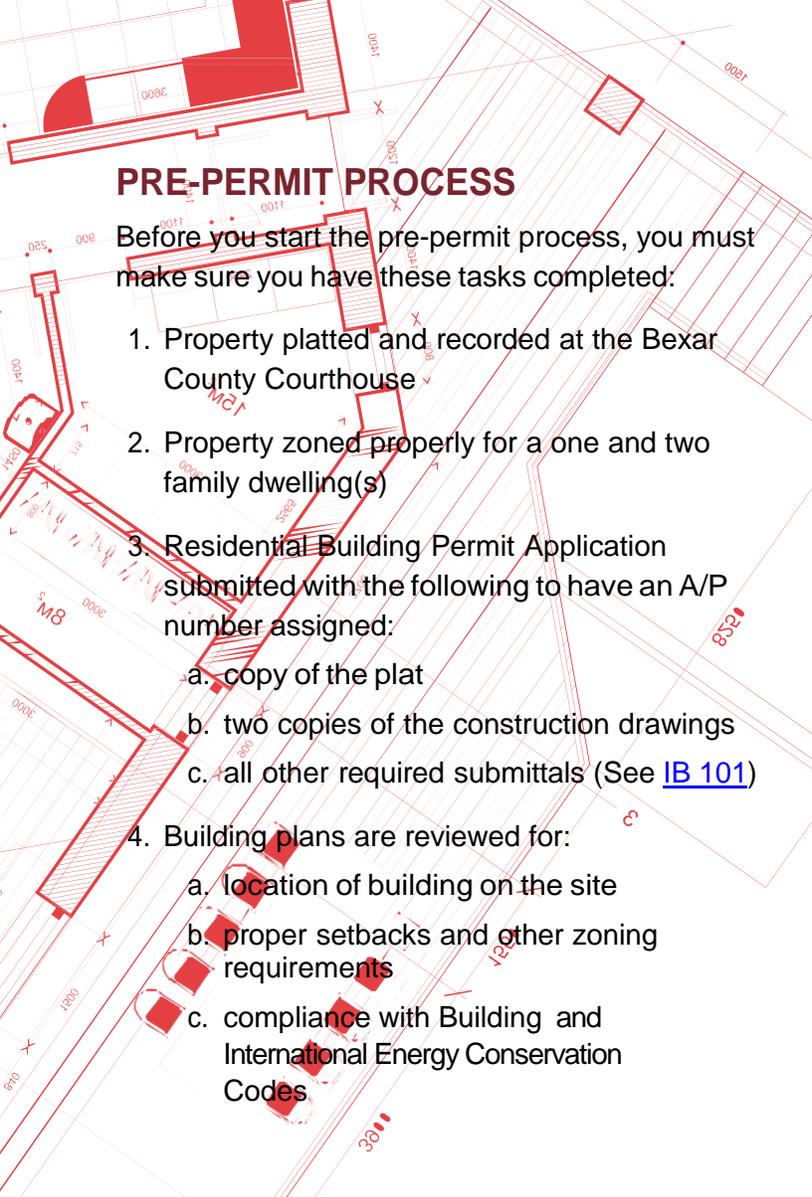


The City of San Antonio Development Services Department is here to help you complete your projects involving new single-family homes, remodels, additions, and other residential construction projects.

Our residential-inspection guide lists the various stages a typical building project goes through. Understanding what is involved during each inspection stage will help ensure key steps and approvals are adhered to so that your project is completed in a timely fashion.

DEVELOPMENT SERVICES DEPARTMENT
1901 S. ALAMO STREET
SAN ANTONIO, TEXAS 78204
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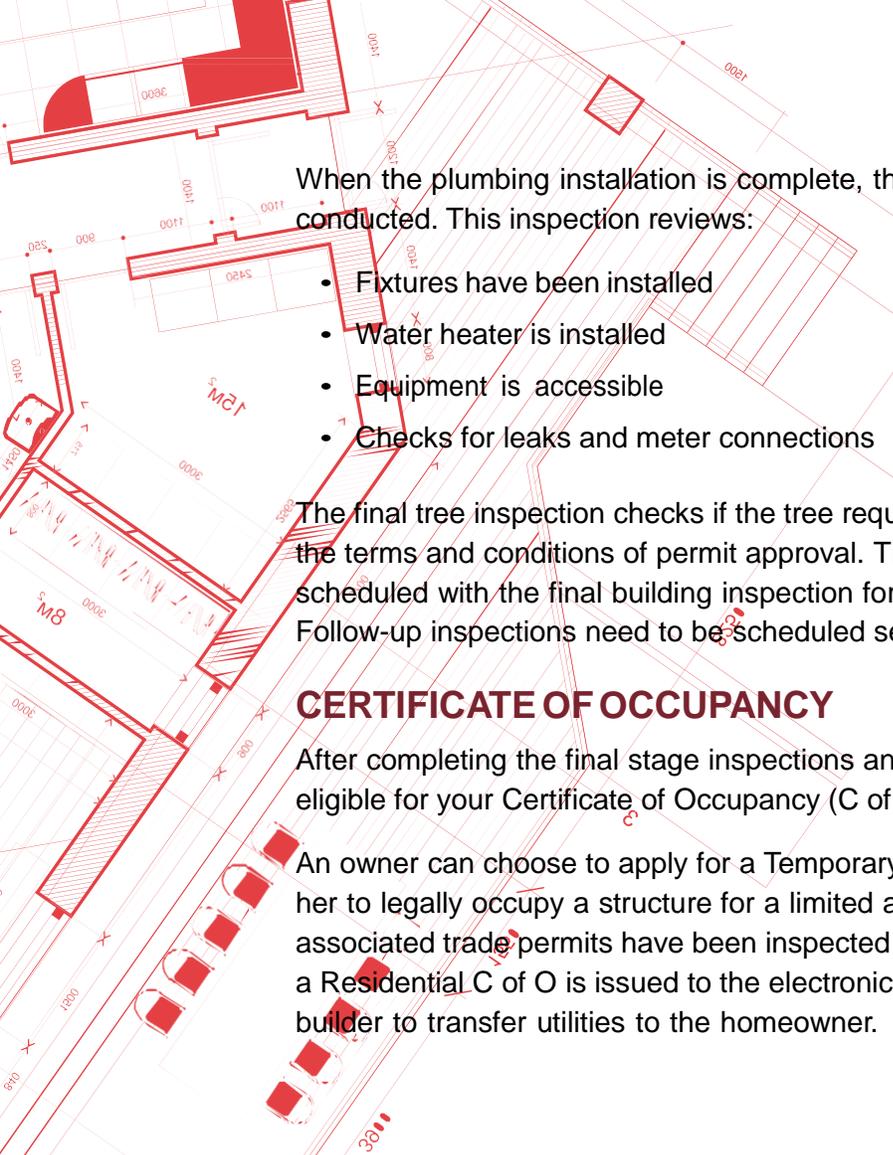
PRE-PERMIT PROCESS

Before you start the pre-permit process, you must make sure you have these tasks completed:

1. Property platted and recorded at the Bexar County Courthouse
2. Property zoned properly for a one and two family dwelling(s)
3. Residential Building Permit Application submitted with the following to have an A/P number assigned:
 - a. copy of the plat
 - b. two copies of the construction drawings
 - c. all other required submittals (See [IB 101](#))
4. Building plans are reviewed for:
 - a. location of building on the site
 - b. proper setbacks and other zoning requirements
 - c. compliance with Building and International Energy Conservation Codes
5. Tree Review to ensure address complies with tree regulations
6. Building Permit issued following payment of associated fees

Once you have all this documentation in hand, you are ready to start the inspection process, which is organized into four stages and ends with a certificate of occupancy. As the contractor or homeowner, you need to ensure inspections are done at the right time during your construction project. While Development Services performs a majority of the required inspections, we require third-party inspections for foundations, duct testing, insulation and shower pan liner.





When the plumbing installation is complete, the final plumbing inspection is conducted. This inspection reviews:

- Fixtures have been installed
- Water heater is installed
- Equipment is accessible
- Checks for leaks and meter connections

The final tree inspection checks if the tree requirement has been met per the terms and conditions of permit approval. This inspection is automatically scheduled with the final building inspection for the first inspection only. Follow-up inspections need to be scheduled separately.

CERTIFICATE OF OCCUPANCY

After completing the final stage inspections and requirements, you're now eligible for your Certificate of Occupancy (C of O).

An owner can choose to apply for a Temporary C of O that will allow him or her to legally occupy a structure for a limited amount of days. When all the associated trade permits have been inspected and given a final approval, a Residential C of O is issued to the electronic permit file, authorizing the builder to transfer utilities to the homeowner.



